California Regional Water Quality Control Board
Central Valley Region
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ITEMS TO BE INCLUDED IN A SITE ASSESSMENT REPORT

The outline below is a minimum requirement for items to be included and discussed in the text of all site assessment reports submitted to the Board. Other supporting data to be included in the report, either within the text of the report or in appendices, are italicized at the end of each section. All reports must be signed by a registered geologist, certified engineering geologist, or civil engineer registered or certified by the State of California. Other pertinent information specific to each individual investigation also should be included.

I. INTRODUCTION

Summary of past investigations
Purpose of the recent investigation
Scope of the recent investigation
Time period in which the recent investigation was carried out

II. SUMMARY

Number of wells drilled
Results of soil and water analyses
Ground water flow direction and gradient
Possible source determination

III. FIELD INVESTIGATION

Well Construction

Number and depth of wells drilled
Date(s) wells drilled
Description of drilling and construction
Approximate locations relative to facility site(s)

Supporting Data:
A well construction diagram for each well should be included in the report which shows the following details:

Total depth drilled
Depth of open hole (same as total depth drilled if no caving occurs)
Footage of hole collapsed
Length of slotted casing installed
Depth of bottom of casing
Depth to top of sand pack
Thickness of sand pack
Depth to top of bentonite seal
Thickness of bentonite seal
Thickness of concrete grout

Boring diameter
Casing diameter
Casing material
Size of perforations
Number of bags of sand
Well elevation at top of casing
Depth to ground water
Date of water level measurement
Monitoring well number
Date drilled
Location

Well Development
Date(s) of development of each well
Method of development
Volume of water purged from well
How well development completion was determined
Method of effluent disposal

Supporting Data:
Field notes from well development should be included in report.

Water Sampling
Date(s) of sampling
How well was purged
How many well volumes purged
Levels of temperature, EC, and pH at stabilization
Sample collection, handling, and preservation methods
Sample identification
Analytical methods used

Soil Sampling
Date(s) of sampling
Sample collection, handling, and preservation method
Sample identification
Analytical methods used

IV. FINDINGS OF THE INVESTIGATION

Lithology
Types of sediments encountered
Presence, location, and lateral continuity of any significant sand, silt, or clay layers
Any visual signs of contamination

Supporting Data:
Well logs geologic cross-sections should be included in the report.

Analytical Results of Soil and Ground Water Sampling

Analytical results of each monitoring well should be summarized

Supporting Data:

Laboratory analytical sheets
Chain-of-custody forms

Water Levels

Static water levels measured when well drilled
Date(s) of water level measurements
Water levels determined prior to sampling

Supporting Data:

Dates of water level measurement, depths to ground water, and ground water elevations should be tabulated and included in the report.

Ground Water Gradient and Flow Direction

Ground water gradient and flow direction determined by the investigation should be discussed and compared to the regional gradient and flow direction.

Supporting Data:

A ground water contour map, drawn to scale, should be provided which shows each well, its ground water elevation, and lines of equal ground water elevation. Ground water gradient and flow direction should be shown on the map. The calculation of the gradient should be included.

V. RESULTS OF QA/QC

QA/QC procedures
QC sample identification
Field blank analyses
Comparison of duplicate sample results

VI. CONCLUSIONS AND RECOMMENDATIONS

Evaluate any contamination found;
Compare to background levels and appropriate screening levels;
Identify any suspected source of contamination;
Recommend any further investigative needs based on data gaps; interim remedial measures; public participation;